

Milwaukee County Clerk of Circuit Courts

Frequently Asked Questions

How did you get my name?

The names used for our jury pool are obtained from the Wisconsin Department of Transportation list. This includes drivers and those with identification cards. Milwaukee County does NOT currently use voter lists for names.

Where do I go?

Report to Room 106 of the Milwaukee County Courthouse, 901 N. 9th Street. Please make sure that you report on time. **Regular jurors report by 8:30 am.** Reserve jurors call the recorded message at (414) 454-9200 for reporting instructions.

How long will I be there?

Regular jurors are scheduled for two days of service or the length of the trial for which they may be selected. The average trial length in Milwaukee County is 1-3 days. Very few trials are sequestered (kept overnight) so you can expect to go home around 5:00 pm. Every court operates on its own hours and occasionally keeps jurors past 5:00 pm.

What if I can't make the date you gave me?

On the jury questionnaire there is an option given to postpone your service for up to six months. Please select the date that would work for you (a Monday or Wednesday) and enter it on the line before mailing back your questionnaire. Once we receive your request, we will mail you confirmation of the new date you've been assigned. If you've postponed for more than six weeks, you will receive a new summons and parking permit six weeks before your new service date.

Where do I park?

There is no FREE parking for jurors downtown due the construction project on the Marquette Interchange. Jurors will receive free bus tickets by mail prior to their service. If a juror decides to drive downtown they will be responsible for paying for their own parking expenses. Please keep in mind that there is very limited pay parking available near the Courthouse during the construction project.

What if someone needs to reach me while I'm there?

In the event of an emergency people should phone 414-278-4080. The Jury Management staff will assist them in locating you.

What can I do for lunch?

You will receive a lunch break of at least one hour. During that time you are welcome to leave the building if you would like. The Milwaukee Public Museum is located one block East of the Courthouse and offers free admission to jurors over your lunch hour. There is a cafeteria in the courthouse and a variety of restaurants within walking distance. If you would like to bring your lunch, there are refrigerators and a microwave available for your use.

What will I do all day?

While you are here, you are available for jury selection throughout the day. Often, people spend a lot of time waiting in the Jury Assembly. You are welcome to bring reading materials, games or crafts to work on. We will show two movies during the day and television will be on over the lunch hour. There are a variety of magazines available in the Jury Assembly. While serving as a juror you receive complimentary coffee, hot tea, hot cocoa, and canned sodas. We also have a water cooler available.

Can I smoke?

The Jury Assembly is a non-smoking area. We will give period breaks throughout the day for those of you who are smokers. There is a smoking section in the Courthouse Cafeteria or you can step outside.

How will my employer know I was there?

When your service is done, we will provide you with a juror certification letter outlining the dates you were here and how much you will be paid. Your employer can verify your service via telephone at (414) 278-4468.

How much will I be paid?

Jurors in Milwaukee County are paid \$8.00 for each half day of service and \$5.00 per day for transportation. A full day is a total of \$21.00 and a half day is a total of \$13.00. Jury paychecks are issued 3 weeks from the Monday of the week when your service is complete.

How often can I serve?

In Wisconsin, jurors can be called once every four years. Once you serve, you cannot serve again for a period of FOUR years.

Can I talk about the case?

You are not to discuss the case with your fellow jurors, family members or friends until the case is complete.

What should I wear?

Please dress as if you were going to court. Cut offs, tank tops and shirts with offensive writing are not appropriate. Business casual is recommended.

Can I bring my cell phone?

You are allowed to use cell phones in the Jury Assembly but cannot use them at any time in a Courtroom or in the Jury Deliberation Rooms.

Do I have to go through a metal detector?

At this time some of the courts require you pass through metal detectors. You will not be allowed to take anything with a sharp point or blade or anything that could be considered a weapon. Please leave these items at home - fingernail files, fingernail clippers, pocket knives, pepper sprays, metal forks or picks.